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WKU President's Office, "UA3/3 For Your Information" (1962). *WKU Archives Records*. Paper 1602.
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✓ FOR YOUR INFORMATION

FROM THE PRESIDENT



September 20, 1962

Special Message

Tomorrow concludes the first full week of classes for the 1962 fall semester. I have been thrilled many times in years past with the magnificent job which the faculty and staff have done in getting a new school year underway, but this year has brought me unusual delight. You are to be especially commended for the smoothness and efficiency with which you have carried out freshman orientation, registration, and commencing of classes. It has required a great deal of hard work and unselfish cooperation by everyone throughout the College. Continuing this same college-wide cooperative effort will bring to Western its greatest year. I wish to take this opportunity on behalf of the College to express appreciation for the job which you are doing, and pledge to you my continued best effort.

Priority Event

One of the outstanding social events of Western is the annual reception, honoring our new faculty and administrative staff members. This is just a reminder that the reception this year will be Tuesday evening, September 25, at 7:30 o'clock in the Kentucky Building. Wives and husbands are invited, and I respectfully request that you make a special effort to be present--for your own enjoyment and for the general welfare of Western.

Faculty Sponsorship

The important assignment of class sponsor has been carried out in an effective and commendable manner by those who have held this responsibility at Western. I express the gratitude of the College to the faculty members who have done such a superior job in this position. Newly assigned class sponsors are well qualified to fulfill this responsibility in an excellent manner, and I am sure each of them will carry on in the same fine tradition.

<u>Class</u>	<u>New Sponsor</u>	<u>Retiring Sponsor</u>
Freshman	Mr. Lee Robertson	Mr. Dero Downing
Sophomore	Mr. Wilburn Jones	Mr. Hugh F. Johnson
Junior	Mr. Willard Cockrill	Dr. H. L. Stephens
Senior	Mr. Rhea Lazarus	Mr. Lisle Sherrill

Kentucky Education Association

The College has a strong conviction that education in our State should be united at all levels through membership in our Number 1 professional organization, the Kentucky Education Association. At an early meeting of the faculty and staff, each of us will have the opportunity to take membership in the KEA and NEA for 1962-63. New members of the faculty and staff are invited to avail themselves of the opportunity of enrolling in the KEA Group Insurance Plan outlined in the attachment to this letter. If there are others who wish to have information regarding this matter, please contact the Business Office.

Congratulations

The athletic season is off to a good start with an impressive football victory over Southeast Missouri, 28-7. Congratulations to the coaches and the team, and best wishes for continued success at East Tennessee this Saturday. The next home game is on Saturday, September 29, with Middle Tennessee State College.

Announcements and Reminders

The Registrar's Office has prepared tentative class rolls for each class being taught. These class rolls may be picked up at the instructor's convenience for use until the final class rolls are prepared, which will be after the drop-and-add period.

The student must present his Student Receipt Card to each teacher, confirming the fact that he is officially enrolled. It is the responsibility of each instructor to confirm the official enrollment of each student in his class.

Any change in class schedule after the student has completed registration must be done by official drop-and-add procedures.

All teaching schedules are to be reported to the Office of the Dean on the card form which has been provided through each department head.

Office hours and class schedule should be posted on the door of each member of the faculty. These card forms are in the hands of each department head.

Kelly Thompson

P.S. Mrs. Thompson and I enjoyed having the faculty and staff at the President's Home for the picnic supper. It is always a source of inspiration when our entire "College Family" gets together.

K. T.